

NYS ERAP LANDLORD INFORMATION

NEW YORK STATE EMERGENCY RENTAL ASSISTANCE PROGRAM FOR LANDLORDS

1

Eligibility

Landlords are eligible to apply for assistance through the New York State Emergency Rental Assistance Program.

2

Required Documents and Terms for Receiving Landlord Assistance

Landlords are advised to refer to the [Landlord Document Checklist and Terms for Receiving ERAP Assistance](#).

3

Where can Landlords ask questions?

Landlords can call the NYS ERAP call center at 1-844-NY1-RENT (1-844-691-7368). The call center is available seven days a week, from 8:00 am-7:00 pm.

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HOW TO APPLY

1

Set up a Landlord Account

Go to www.otda.ny.gov/erap. Click on APPLY FOR ERAP. Click on REGISTER NOW! under "ERAP Application." On the next page, click on SIGN UP at the top right section of the page. Then, click on REGISTER AS A PROPERTY OWNER. Complete the fields to register.

2

Login to your Landlord Account

Once registered as a Landlord, go back to the [Home Page - ERAP Portal](#) and select LOGIN at the top right section of the page. Enter your email address and password. Once logged in, click on LANDLORD/OWNER SECTION at the top right section of the page.

3

Associate your Tenants' Application(s) with your Landlord Account

Click on the purple ADD ERAP APPLICATION button on the bottom right portion of the ERAP application page. Complete the required fields. You will need the application number and date of birth from your tenant for the application in question. Click on SEARCH APPLICATION to find this information and associate it with your Landlord account. Click ADD ERAP APPLICATION TO MY OWNER PROFILE button to do so. If you have more than one tenant application to add to your Landlord account, follow the steps above to add more applications to your account.

4

Submit your Application(s)

To apply on behalf of a tenant, click on the SUBMIT APPLICATION ON BEHALF OF TENANT button to begin the application. Be sure to consult with your tenant prior to submitting the application to ensure that the information you submit is accurate and that you have the tenant's consent to do so. **The tenant must agree to the application consent language and sign the application.**

Another way to apply on behalf of a tenant is to click the APPLY HERE NOW! button on the home page to create a new application on behalf of the tenant. **The tenant must agree to the application consent language and sign the application.**

5

Resources

Reference the [Landlord Document Checklist and Terms for Receiving ERAP Assistance](#).

The NYS ERAP call center is available to answer questions seven days a week, from 8:00 am-7:00 pm. at 1-844-NY1-RENT (1-844-691-7368).